

AGENDA

Federal Real Property Council

November 16, 2017

GSA Headquarters, 1800 F Street NW, Room 1425

2:30 p.m. – 3:30 p.m.

Opening

2:30 p.m. – 2:55 p.m.	Federal Facility Council Activities
2:55 p.m. – 3:05 p.m.	FRPC Annual Report to OMB per FPMRA
3:05 p.m. – 3:20 p.m.	FRPP Public Data Set
3:20 p.m. – 3:30 p.m.	Agency FASTA Recommendations

End

AGENDA

Federal Real Property Council

January 18, 2018

GSA Headquarters, 1800 F Street NW, Room 1460

2:30 p.m. – 3:30 p.m.

Opening

2:30 p.m. – 2:45 p.m.	Update on FASTA Implementation
2:45 p.m. – 3:00 p.m.	Update on FPMRA Implementation
3:00 p.m. – 3:10 p.m.	FRPP FY17 Submittal and Public Data Set
3:10 p.m. – 3:25 p.m.	Broadband Executive Order
3:25 p.m. – 3:30 p.m.	Updates

End

AGENDA

Federal Real Property Council

Alexander Kurien, Executive Director

February 15, 2018

GSA Headquarters, 1800 F Street NW, Room 1461

2:30 p.m. – 3:40 p.m.

Opening

2:30 p.m. – 3:00 p.m.	California Senate Bill 50 – DOJ presentation
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3:00 p.m. – 3:15 p.m.	FASTA Recommendation Status
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3:15 p.m. – 3:35 p.m.	FRPC Potential Focus Areas
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3:35 p.m. – 3:40 p.m.	Updates
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End

AGENDA

Federal Real Property Council

Alexander Kurien, Executive Director

March 15, 2018

GSA Headquarters, 1800 F Street NW, Room 1459

2:30 p.m. – 3:30 p.m.

Opening

2:30 p.m. – 2:50 p.m.	Advanced Private Sector Workplace Strategies
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2:50 p.m. – 3:00 p.m.	FASTA Utilization Study
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3:00 p.m. – 3:20 p.m.	DHS Presentation
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3:20 p.m. – 3:30 p.m.	FRPC Potential Focus Areas
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Updates

End

AGENDA

Federal Real Property Council

Alexander Kurien, Executive Director

April 19, 2018

GSA Headquarters, 1800 F Street NW, Room 1153

2:30 p.m. – 3:30 p.m.

Opening

2:30 p.m. – 2:50 p.m. Geospatial mapping of FRPP Data

2:50 p.m. – 3:05 p.m. Omnibus Provisions

3:05 p.m. – 3:25 p.m. DOI Presentation

3:25 p.m. – 3:30 p.m. Updates

End

AGENDA

Federal Real Property Council

Alexander Kurien, Executive Director

June 21, 2018

GSA Headquarters, 1800 F Street NW, Room 1425

2:30 p.m. – 3:30 p.m.

Opening

2:30 p.m. – 3:00 p.m.	Finding Cost Savings in Asset Management - PWC
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3:00 p.m. – 3:15 p.m.	FASTA Project Review
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3:15 p.m. – 3:30 p.m.	Updates
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End

AGENDA

Federal Real Property Council

Alexander Kurien, Executive Director

September 14, 2018

Eisenhower Executive Office Building, Room 430

10:00 a.m. – 12:00 p.m.

Topics

10:00 – 10:10	Welcome and Introductions
10:10 – 10:20	OMB DDM Opening Remarks
10:20 – 10:30	GSA Remarks – PBS Commissioner, OGP Assistant Administrator
10:30 – 11:30	FRPC Vision and Governance
11:30 – 11:45	Draft Charter Discussion
11:45 – 12:00	Closing Remarks/Questions

End

Federal Real Property Council Meeting #1

September 14th, 2018

Welcome and Introductions

1. Sean Crean - SBA
2. Donna Forbes - Archives
3. Mike Thomas - Treasury
4. Phil Puckett for Al Stewart - Labor
5. Keith Hannigan for Nicole Nason - State
6. Donna Vizian - EPA
7. Mike Saunders - HHS
8. Donald Bice - USDA
9. Dan Mathews - GSA
10. Mary Muessle - NRC
11. Marc Mason - SSA
12. Pete Mitashu for Lucian Niemeyer - DOD
13. Yvonne Medina for Keith Washington -
Transportation
14. Representative for Patricia Hoban-Moore - HUD
15. Representative for Lisa Casias - DOC
16. Scott Whiteford DOE
17. Tom Hand for Angelique Crumbly - USAID
18. Calvin Williams - NASA
19. Wonzie Gardner - NSF
20. Tom Chaleki - DHS
21. Scott Snell DOJ
22. Richard Smith - Education
23. Tim Soltis - OMB
24. Fred Nut - OMB
25. Victoria Collin - OMB
26. Bill Hamele - OMB
27. Margaret Weichert - OMB
28. Alex Kurien - GSA
29. Jessica Salmoiraghi - GSA
30. Brett Sims for Ed Bradley - VA
31. John Dugan - OMB
32. Chris Coneeny - GSA

OMB DDM/GSA Opening Remarks

- President's Management Agenda focuses on mission, service, and stewardship. This administration recognizes the value in real estate and understands that there is room for improvement.
- FRPC must consider the urgency of the now and the importance of long-term impact; the council is encouraged to view this responsibility in a fully integrated frame, and to look at real property as an asset utilized in support of the PMA vision.
- FRPC's purpose is to manage real property efficiently and effectively, short- and long-term. Its purpose is to also develop guidance and ensure implementation of strategies to better manage property and encourage management accountability for real property reforms.
- Real estate is usually competing with other initiatives and goals for funding.
- Data quality and accuracy improvement can aid in the prioritization of real property asset management.
- FRPP (Federal Real Property Profile) management system database is a repository for improvements of land both in and outside of the US.
- Asset management is critical in justifying federal investments into top- (retain; cash cow), middle- (long-term goals; invest into top-tier transformation), and bottom-tier properties (non-revenue producing; determine investment level; consider disposal).
- Focus on being able to grab "low-hanging fruits" (quick-wins) as well as areas where we have opportunities for significant return on investment.

FRPC Vision and Governance

Federal Real Property Council Meeting #1

September 14th, 2018

- Discussed the strategic views and the impact on the FRPC mission on agency activities. Cost-reduction does not equal efficiency but can actually be a byproduct of proper portfolio management and making better investment decisions. There needs to be clarity in the FRPC mission to help inform the national strategic revision. The PMA has emphasized the importance of technology and data within our shared services, and they can be leveraged to standardize business processes in an effort to make agency comparisons. SRPOs can use data to inform their decisions, but the data itself will not be the decision-driver.
- Establishing a national strategy can help to highlight standards in data collection and business processes while still being cognizant of the different pressures that each agency is experiencing. The overarching goal is to provide guiding principles to drive prioritization and critical thinking strategies across the federal arena.

Draft Charter Discussion

- The goal of revamping the FRPC is to mirror the CFOC/CIOC i.e have an executive steering committee (ESC) with accompanying working groups. Volunteers will be taken for ESC and working groups.
 - Capital Planning
 - National Strategy
 - Data Quality
 - Legislative Reform
- Full council will meet quarterly, ESC monthly to start, and working groups will meet biweekly.

Next Steps

- Charter draft to be sent to FRPC by next week - requesting feedback - Comments on charter, governance, strategy, developing a short term objective; deck will be revised and shared
- ESC volunteers reach out to **Tim Soltis and John Dugan**.
- ESC will then send out email for agenda items and develop an agenda for meeting in November.

Federal Real Property Council

Date: November 15, 2018

Location: GSA HQ 1800 F Street, Room 1461

Time: 2:00 – 3:30PM

Agenda

I. Introductions/Opening Statements (Alex Kurien, GSA – FRPC Executive Director)

II. Action Items (Alex Kurien, GSA)

- Adoption of the FRPC Charter
- Adoption of the FRPC Governance Structure
- Adoption of the Purpose Statements

FRPC: Provide government-wide strategic direction to optimize the real property portfolio to achieve agency mission and manage costs considering the best value for the government

ESC: Direct working group outputs to align with overall FRPC strategic direction focused to assist agencies in executing their mission through efficient and effective real property management by revising the national strategy, standardizing business processes and data, and analyzing root causes.

III. Working Groups - Short and Long Term Goals (John Dugan, OMB; Working Groups)

- WG1: National Strategy/RTF Policy (Subgroup: Administration's RP Priorities)
 - Goal: Revise National Strategy to align with FRPC strategic direction and Administration's priorities
- WG2: Capital Planning
 - Goal: Align with WG1 to integrate capital planning guidance into National Strategy
- WG3: Systems Governance/Data Quality
 - Goal: Improve data accuracy and data quality
- WG4: Joint BOAC/FRPC
 - Goal: Create a real property taxonomy to link spending to outcomes
- WG5: Legislative Reform
 - Goal: Develop legislative fixes

IV. Key Dates (John Dugan, OMB)

- FASTA & FPMRA:
 - December 7 – Agency FASTA recommendations due to GSA
 - FPMRA yearly report to be shared with FRPC
- Reduce the Footprint
 - December 15 - Real Property Efficiency Plan Template FY19 – FY23
 - Outstanding RTF Plans
- Next FRPC Meeting: January 24, 2019

V. Wrap Up (Alex Kurien, GSA)

Federal Real Property Council

Date: November 15, 2018

Location: GSA HQ 1800 F Street, Room 1461

Time: 2:00 – 3:30PM

Agenda

I. Introductions/Opening Statements (Alex Kurien, GSA – FRPC Executive Director)

Goal of meeting is to approve charter, look at strategic direction and objectives so they are established then meet with ESC at next meeting.

II. Action Items (Alex Kurien, GSA)

- **Adoption of the FRPC Charter** – Group reviewed the draft and agreed to adopt with the understanding that Doug will clarify some minor points around minutes, voting, and representation.
 - **Question:** How will minutes and will be distributed to ESC and then sent to FRPC as final minutes?
 - **Question:** 13 need to be present for vote. If sending a rep, can that person count as one of 13? **Answer:** Yes.
 - **Question:** Is advance notification really necessary? **Answer:** Need official alternate if no notification given. **Comment:** will be helpful to know which meetings there will be votes.
- **Adoption of the FRPC Governance Structure** – Agreed to adopt
- **Adoption of the Purpose Statements** – Agreed to adopt

FRPC: Provide government-wide strategic direction to optimize the real property portfolio to achieve agency mission and manage costs considering the best value for the government

ESC: Direct working group outputs to align with overall FRPC strategic direction focused to assist agencies in executing their mission through efficient and effective real property management by revising the national strategy, standardizing business processes and data, and analyzing root causes.

III. Working Groups - Short and Long Term Goals (John Dugan, OMB; Working Groups)

- WG1: National Strategy/RTF Policy (Subgroup: Administration's RP Priorities)
 - Goal: Revise National Strategy to align with FRPC strategic direction and Administration's priorities
- Reviewed purpose – policy is still becoming part of everyday foundation. GAO looked at strategy and they had good feedback. Asset management plan asked how they can use lessons learned.
- Dan provided broad comments about 5 WGs focusing on the importance of building on past successes. When looking at WGs, the long term, midterm, and short term goals are visible. Important to keep momentum going.
- Tim discussed improving their footprint and ensuring it reflects the strategic direction. The strategic direction of agency will drive real estate objectives; it is not just about cost/space. Expect a draft by spring.

- **General comment for WG 1, 2, 3:** There is interest in a proposed/published project plan to outline what WGs are doing over the 6 months. **Answer:** This WG may be able to create a project plan but the other groups are dependent on this one before they can create their own.
- One of the WG members shared his personal experience: Found that buildings were less than full but didn't have funding to move in another group or reconfigure. Looking for reduction in cost as first broad approach where reduction tends to happen they tend to be very large. Can optimize as rollover commercial property.
- WG2: Capital Planning
 - Goal: Align with WG1 to integrate capital planning guidance into National Strategy
 - WG3: Systems Governance/Data Quality
 - Goal: Improve data accuracy and data quality
- **Question:** Will the group look at FRPP? **Answer:** Yes. WGs 3 & 4 are aligned to CAP Goals 2 and 5. The groups will be looking at data and which data should be input so data elements can be used to make decisions. Business rules will be enforced and groups will want to sequence work efforts in the right arc.
- **Comment:** One persistent issue is misunderstanding of demand and how type of structure affects it. An audit is needed that will feed in to WG information as part of data quality.
- WG4: Joint BOAC/FRPC
 - Goal: Create a real property taxonomy to link spending to outcomes
 - Paper ready to be sent to BOAC by end of month.
 - The paper examines how data is captured by object class and some need to be refreshed. Link programming to execution.
 - Disconnect can come when connecting budget. Trying to bring budget in to connect with programs.
 - Trying to make budget structure to align with how to ask for money and how to spend the money.
- **Question:** Will there be a process for WG to provide comments to group? **Answer:** WG will create a project plan and milestones. ESCs will approve and speak for group then it will be presented to this group. The goal is have feedback filtered through one point in each agency.
- **Action:** Distribute BOAC WG membership for review to ensure proper participants and part of the WG.
- **Comment:** BOAC seems far down the line, has seen taxonomy and, as a small agency, was happy that it was simple. **Response:** Ship has been driving with IT from the beginning, and leadership wants FRPC to be represented.
- **Comment:** Better definitions are needed to allow a general understanding of what is meant by categories.
- WG5: Legislative Reform
 - Goal: Develop legislative fixes
 - **Question:** Who is agency co-chair? **Answer:** Not identified yet.

- **Question:** Is the intention to get something in to law in the first term? **Answer:** Yes.
- **Comment:** If it is expected to be in to law by November 2020, then there is a need to identify what initiatives we want to support. Need to get to congress by April/June 2019.

IV. Key Dates (John Dugan, OMB)

- FASTA & FPMRA:
 - December 7 – Agency FASTA recommendations due to GSA
 - FPMRA yearly report to be shared with FRPC
- Reduce the Footprint
 - December 15 - Real Property Efficiency Plan Template FY19 – FY23
 - Outstanding RTF Plans
- New template coming out
- Dece. 28th deadline for outstanding RTF Plans
- Jan 3. Next ESC meeting.
- Next FRPC Meeting: January 24, 2019

V. Wrap Up (Alex Kurien, GSA)

- John will send updated slides and meeting mins, rosters, and outline of upcoming dates.

Federal Real Property Council

IMPROVING THE EFFICIENCY AND EFFECTIVENESS OF FEDERAL REAL PROPERTY

Date and Time	April 18, 2019	1:00 to 2:30 pm
Location	GSA, 1800 F Street, Room 1420	
Attachments	<ul style="list-style-type: none"> • 2019 real property readiness assessment presentation • National Strategy for Real Property outline • Prioritization of legislative reform proposals • Technical amendments to FASTA 	

Time	Topic	Presenter(s)
1:00 – 1:10 pm	Welcome, Introductions and Updates <ul style="list-style-type: none"> • OMB updates • GSA updates 	Tim Soltis Dan Matthews Jessica Salmoiraghi
1:10 – 1:25 pm	National Strategy for Real Property <i>Objective:</i> Review the outline of the National Strategy for Real Property as endorsed by the ESC. Discuss the Capital Planning workgroup progress on its goals. <i>Action:</i> FRPC members submit written comments on National Strategy outline by April 25.	National Strategy Co Chair Capital Planning Co Chair
1:25 – 1:35 pm	Legislative Reforms Update <i>Objective:</i> Review the ESC prioritization of legislative reform proposals. <i>Action:</i> FRPC members submit written comments on Legislative Reform proposals by April 25.	John Dugan
1:35 – 1:50 pm	Data Governance <i>Objective:</i> Discuss conducting a readiness assessment to baseline the current state of agency Federal Real Property Management across key areas and developing a strategic vision into the future.	Robert Wuhrman Chris Coneeney
1:50 – 2:25 pm	Public Buildings Reform Board <i>Objective:</i> PBRB member share the approach PBRB to analyze Federal inventory to make its recommendations for disposal and consolidation.	PBRB Interim Chair
2:25 – 2:30 pm	Upcoming Deadlines and Meetings <ul style="list-style-type: none"> • FASTA recommendations data call with 3 year leaseback instituted • FRPC meeting in July • Reminder draft RTF plans due April 17 	Tim Soltis Dan Matthews Jessica Salmoiraghi

Federal Real Property Council

IMPROVING THE EFFICIENCY AND EFFECTIVENESS OF FEDERAL REAL PROPERTY

Date and Time	May 2, 2019	1:00 to 2:30 pm
Location	GSA, 1800 F Street, Room 1425	
Attachments	<ul style="list-style-type: none">• National Strategy for Real Property outline• Legislative reform proposals• Technical amendments to FASTA	

Time	Topic	Presenter(s)
1:00 – 1:10 pm	Welcome, Introductions and Updates <ul style="list-style-type: none">• OMB updates• GSA updates• FASTA board sworn in May 1	Tim Soltis Dan Mathews Jessica Salmoiraghi
1:10 – 1:45 pm	Real Property Federal Integrated Business Framework (FIBF) <i>Objective:</i> Discuss real property initiating the FIBF process to baseline the current state of agency Federal Real Property Management across key areas and developing a strategic vision into the future.	Tim Soltis/Natalie Rico
1:45 – 2:05 pm	National Strategy for Real Property <i>Objective:</i> Review the outline of the National Strategy for Real Property as endorsed by the ESC. <i>Action:</i> FRPC members submit written comments on National Strategy outline to Bill Hamele (b) (6) by May 9	Michael Karau
2:05 – 2:25 pm	Legislative Reforms Update <i>Objective:</i> Review the ESC prioritization of legislative reform proposals. <i>Action:</i> FRPC members submit written comments on Legislative Reform proposals to John Dugan (john.dugan@gsa.gov) by May 9.	John Dugan
2:25 – 2:30 pm	Upcoming Deadlines and Meetings <ul style="list-style-type: none">• FASTA recommendations data call with 3 year leaseback instituted• FRPC meeting in July• Reminder draft RTF plans were due April 17	Tim Soltis Dan Mathews Jessica Salmoiraghi

Federal Real Property Council

SENIOR REAL PROPERTY OFFICER MEETING MINUTES

Date and Time May 02, 2019 1:30 pm to 3:00 pm

Location GSA, 1800 F Street, Room 1425

- Attachments**
- FRPC Agenda
 - Real Property FIBF Slides
 - National Strategy for Real Property Outline
 - Legislative Reform Proposals
 - M-19-16 Centralized Mission Support Capabilities

Action Items

- GSA to give FASTA board an initial walkthrough of the FRPP database on **May 8th**.
- FRPC members review the Legislative Reform proposals and National Strategy outline and submit questions and comments to John Dugan and Bill Hamele by **May 9th**. Questions and comments must be clear and intuitive so that the proposals make sense to the FASTA board and other interested parties. When developing questions and comments, consider short term priorities that may not have been identified.
- John Dugan and Bill Hamele to review and integrate comments from FRPC into the Legislative Reform proposals and National Strategy outline for the **May 14th** ESC meeting in room 1408.
- The current timeline for the National Strategy outline being issued is a July-August window; however it should be completed before the August Congressional recess for short term initiatives to be considered by Congress.
- The next FRPC SRPO meeting is scheduled for **July 18th** in room 1153.
- FASTA disposal/consolidation recommendations with 3 year leaseback due to John Dugan by **June 2nd**.

Roll Call

- Scott Cameron (DOI)
- Tom Chaleki (DHS)
- Gordon Clark (DOE)
- Robert Coffman (DoD)
- Victoria Collin (OMB)
- Chris Coneeney (GSA)
- Sean Crean (SBA)
- Tad Davis (State)
- John Dugan (GSA)
- Donna Forbes (NARA)
- William Hamele (OMB)
- Thomas Hand (USAID)
- Victoria Hartke (State)
- Michael Karau (DHS)
- Alex Kurien (GSA)
- Marc Mason (SSA)
- Dan Mathews (GSA)
- Brian Mohler (NRC)
- Phil Puckett (DOL)
- Jessica Salmoiraghi (GSA)
- Brett Simms (VA)
- Scott Snell (DOJ)
- Tim Soltis (OMB)
- Al Stewart (DOL)
- Donna Vizian (EPA)
- Nicole Waldeck (OMB)
- Scott Whiteford (DOE)
- Calvin Williams (NASA)

Topic

Introductions and Updates

- Five (5) new members of Public Buildings Reform Board (PBRB) have been sworn in, so they now have a quorum and can begin work.
- The PBRB is an independent board responsible for reviewing the federal real property inventory to identify recommendations for sale and consolidation.
 - PBRB to submit first set of recommendations no later than 180 days from swearing-in. (October 2019)
 - PBRB must identify no less than 5 recommendations for

General Info

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<https://www.frpg.gov/FRPG>

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sale with a minimum value of \$500 million and a maximum value of \$700 million

- The PBRB is looking for value propositions and has broad discretion and authority in making consolidation recommendations.

Real Property Federal Integrated Business Framework

- Increasing standardization of resources and data will drive down costs.
 - A lack of standard data definitions, business processes, and limited financial transparency, makes it difficult for government-wide initiative to optimize the real estate portfolio to acquire capital and make timely decisions.
 - Accurate and clear data fidelity is fundamental in developing a national strategy for real property.
- Data Governance Workgroup is still very early on in the process of standardizing data; developing standards is a long-term process.
 - Data Governance has developed 5 high level functions: Plan, Acquire, Operate, Maintain, and Dispose.
 - Data Governance is currently looking at the business need of existing data in the FRPP to make recommendations to the FRPC ESC on whether or not data elements should be included in the first place. Data in the FRPP should only reflect information that is truly necessary from a government-wide perspective.
 - The next step for Data Governance is to assign capabilities related to each activity.

National Strategy for Real Property

- Goal of the National Strategy is to optimize the federal real property portfolio in a way that demonstrates efficient use of taxpayer resources, manages costs through capital and strategic planning, developing a budget around complete and accurate data, and focusing these goals around achieving agency missions.
 - Achieving these goals requires standardizing and sharing key data on assets to ensure that the right investment and divestment decisions are made government-wide.
 - Strategy emphasizes principles of freeze, measure, and reduce.
- National Strategy for Real Property:
 - Strategy 1: Develop a risk-based capital planning process that encompasses the complete lifecycle of federal real property. Goal is to reduce footprint, and apply the capital planning policy consistently throughout the government.
 - Strategy 2: Identify and standardize key data elements to ensure transparency, efficiency, and consistency throughout the government.

Upcoming Meetings:

Data Governance Workgroup, May 7th, Room 7115

Capital Planning Workgroup, May 8th, Room 2213

FRPC ESC, May 14th, Room 1408

FRPC SRPO, July 18th, Room 1153

Location:

GSA HQ, 1800 F Street, NW, Washington, DC, 20006

- Strategy 3: Determine the root causes of real property management challenges.
 - One challenge that DHS sees is that agencies have a large inventory (supply), but don't understand the demand for real property. Planning and budgets need to anticipate the disposal phase of the property lifecycle.
 - The National Strategy should have a section on challenges and risks, such as limitations and restrictions on funding. There is a need to see how limitations and restrictions imposed by Congress are going to affect property. Having these sections will provide information on whether property is actually being mismanaged, or if limitations are preventing effective management. If agencies can show that capital is not being squandered, they are more likely to get appropriations for recapitalization and property improvement. Because of funding limitations, agencies are unable to adequately maintain all properties.
 - Another challenge that agencies face is that agencies fall into a cycle where they do not have the necessary funding to dispose of property that is either no longer mission critical or is turning into a bad investment because it is in irreparable condition, so they are forced to have a larger less efficient portfolio. If agencies were able to dispose of these properties and consolidate portfolios, they would have more resources for maintaining and improving their properties and would be able to more efficiently pursue agency missions.
 - Agencies have larger real property inventory than they can afford. Portfolios need to be consolidated to property that is necessary for meeting agencies missions, and legislative tools and capital planning are needed to identify properties that can be disposed of.
 - A sole focus on portfolio reduction ignores the need for capital planning. Balancing a portfolio includes reductions and acquisitions in concert. Outcome based goals and requirements need to be defined.
 - One assumption of FASTA is that there should be an expedited method of disposing of property.
 - The National Strategy needs to be thoroughly vetted by the FRPC before moving forward. If issues arise after the National Strategy has been submitted the clearance process will take much longer.
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Legislative Reforms Update

- The Legislative Workgroup has been collecting data from all other FRPC Workgroups to ensure that the proposal document captures all the work being done by the FRPC.
 - If seeking to expand the allowable uses of the GSA Disposal Fund, boundaries need to be determined and a self-sustaining
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funding source needs to be identified.

- If agencies were to become more proficient with creating revolving funds, recapitalization and portfolio optimization would become attainable goals.
 - The core of federal space management needs to focus on condition, need, utilization, cost effectiveness, and location.
 - Location is particularly important because many agency offices are located in areas where property and employees are much more expensive.
 - Current budget process has forced agencies to have a divide and conquer mindset; however, . agencies need to be more closely integrated. Developing a national strategy can lay out a framework that allows agencies to map out a clear mission strategy that shows they are working toward a goal.
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Federal Real Property Council

IMPROVING THE EFFICIENCY AND EFFECTIVENESS OF FEDERAL REAL PROPERTY

Date and Time July 18, 2019 1:00 to 2:30 pm

Location GSA, 1800 F Street, Room 1153

Attachments

- Draft of National Strategy for Real Property
- Outline or Draft of Capital Planning document
- Short term Legislative Proposals
- High Performance Buildings Certification Systems Presentation

Time	Topic	Presenter(s)
1:00 – 1:30 pm	National Strategy for Real Property <i>Objective:</i> Approve the National Strategy document for submission to the full FRPC.	Bill Hamele
1:30 – 2:00 pm	Capital Plan <i>Objective:</i> Approve the Capital Plan document for submission to the full FRPC.	Bill Hamele Brett Simms
2:00 – 2:15 pm	Legislative Reforms <i>Objective:</i> Approve recommended language for short term proposals.	John Dugan
2:15 – 2:30 pm	High Performance Buildings Certification Systems <i>Objective:</i> Brief members on Energy Independence and Security Act required review of high-performance buildings certification systems.	Kevin Kampschroer

Federal Real Property Council

SENIOR REAL PROPERTY OFFICER MEETING MINUTES

Date and Time July 18th, 2019 1:00pm to 2:30pm

Location GSA, 1800 F Street, Room 1153

- Attachments**
- Draft of National Strategy for Real Property
 - Outline of Draft of Capital Planning document
 - Short term Legislative Proposals
 - High Performance Buildings Certification Systems Presentation

- Action Items**
- Questions and comments on the National Strategy for Real Property and the draft of the Capital Planning document should be submitted to Alexander Kurien, Bill Hamele, and Chris Coneeney by **July 25th**.
 - Questions and comments on the Legislative Proposal should be submitted to John Dugan by **July 25th** in preparation for the 2021 budget.
 - The FRPC requested that John Dugan send out additional information and examples on why the GSA disposal team is recommending that HHS assume responsibility for disposed properties approved for use by homeless organizations (Why was this put forward? How would it benefit agencies? How much is it costing agencies? How often is this happening?).

Roll Call

- Byron Adkins (VA)
- Tammy Bagley (DOI)
- Ed Bradley (VA)
- Stuart Burns (GSA)
- Tom Chaleki (DHS)
- Victoria Collins (OMB)
- Chris Coneeney (GSA)
- Tad Davis (State)
- John Dugan (GSA)
- Greg Ewing (DHS)
- Donna Forbes (NARA)
- Bill Hamele (OMB)
- Lisle Hannah (DOC)
- Michael Karau (DHS)
- Alex Kurien (GSA)
- Marc Mason (SSA)
- Yvonne Medina (DOT)
- Allison Sands (DoD)
- Michael Saunders (HHS)
- Tim Soltis (OMB)
- Mike Thomas (Treasury)
- Scott Whiteford (DOE)
- Calvin Williams (NASA)

Topic

General Info

National Strategy for Real Property

- The FRPC should be an advisory group around real property, providing the administration with a strategy for real property.
- Now that agencies have matured in terms of real property strategy, the national strategy should go beyond the scope of the executive branch's previous strategy document (the *National Strategy for the Efficient Use of Real Property 2015-2020*) which revolved around the principals of "freeze," "measure," and "reduce" by cataloguing challenges and establishing strategies and actions to address them.
 - The weakness of the emphasis on "Freeze" and "Reduce" that the previous administration used was that it was too narrow in scope focusing on office and warehouse space, and didn't allow for reductions that were financed. Agencies are not able to initiate the disposal process without funding.
- The strategic vision for the National Strategy involves:
 - Optimizing the federal real property portfolio by addressing budget and legislative barriers to good management practices, implementing business processes and data standards, and building centralized and shared service solutions.
 - To "optimize" the real property portfolio means that the federal government has the right type of property, in the right amount, at the right location, at the right cost, in the right condition, to support the diverse mission needs of each agency. Each agency

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Upcoming Meetings:

will have its own milestones for optimization.

- Making sure that the federal real property portfolio supports agency mission needs, demonstrates stewardship of taxpayer resources, and manages costs through the implementation of capital and strategic planning.
- DoD agrees with the intent of this draft of the National Strategy, but is concerned that it may be too restrictive/prescriptive. The National Strategy should help agencies learn from each other's best practices and find commonality where it makes sense, but there also needs to be flexibility because of the different missions and capabilities among agencies.
 - The intent of the National Strategy is not to be overly prescriptive. All agencies should be doing capital planning, and their capital plans should contain the same basic elements, but they don't need to be identical. The National Strategy should merely be providing guidance that says "This is what it means to manage real property".
 - The national strategy should not contradict agency information or prevent them from going through the process in their own way; it should describe what agencies are already doing, and help facilitate improvements to their processes.
- The proposed national strategy document forces agency CFOs to create real property planning that aligns with their budgets and funding, something that has not historically been happening.
- The initial phase for the National Strategy for Real Property is to identify best practices. The agency specific requirements can be determined with agencies CFOs at a later point, and the second phase will have agencies get more involved with implementation.

Capital Plan

- A sound capital planning process that fully catalogues existing and future capability gaps in agencies' portfolios will help ensure that agencies' budgets allocate resources to eliminate mission obstacles.
- Establishing a consistent, repeatable methodology for capital planning will encourage cost effective long-term investments that support agencies' missions.
- Agencies have a lot of freedom in how they are actually performing their capital plans and investments. The Capital Planning Memo asks that agencies report their process and follow a general outline, but still provides the necessary flexibility to address the unique processes of agencies. The basic processes for managing portfolios, budgeting, and data should be standardized in a way that brings agencies into the future together.
 - The goal when making this document was that it would not be too prescriptive. This capital planning document will not interfere with agencies that already have successful capital planning processes in place.
- Having a standard set of information used when agencies are making budget requests to Congress increase transparency.
- DHS: This document aligns with what DHS has been trying to move toward, allowing agencies to tell a story that provides credibility and access to increased funding.
- DoD is concerned that the Capital Plan as it is drafted is still too prescriptive. The magnitude of the effort behind the "prioritize list of projects by category" would be overly burdensome for DoD due to the size of the agency.
 - Throughout the process of drafting the Capital Plan, the drafters have been specifically trying to avoid being overly prescriptive. An outline has to be

Data Governance
Working Group, July
30th, Room 7213

FIBF Working Group,
July 30th, Room 7141

FRPC ESC, August
13th, Room 1408

FRPC ESC,
September 10th, Room
1408

FRPC ESC, October
8th, Room 1408

FRPC SRPO, October
17th, Room 1153

Location:
GSA HQ, 1800 F Street, NW,
Washington, DC, 20006

provided so that agencies that need help going through their capital plans have guidance, but the intent is not to scrutinize agency assets; the intent of the capital plan is to create a dialogue that will provide agencies with awareness of the tools that are available. If agencies are facing the same problem, and another agency has already overcome that problem, then those solutions should be identified. If agencies are facing the same problem and a solution has not been found, a solution should be found together to save time and resources.

- The Capital Plan should describe a “common denominator” of how each agency approaches a capital planning, without overly prescribing the steps taken to carry out their capital plans or the output that results from it.

Legislative Reforms

- The white paper attachment was developed to address the FRPC’s short term priorities for legislative reforms. These priorities include:
 - 1 – Increasing agency participation in disposal. Disposal allows the equity from assets without a critical mission need to be applied to mission critical assets.
 - 2 – Developing a language proposal that would allow government wide retention of proceeds not subject to appropriation. Currently, agencies are only able to use funds from what is reported as excess. This proposal is targeted toward preparing properties for sale and subsequently executing those sales.
 - 3 – Making a technical amendment to FASTA. FASTA allows homeless organizations to request housing without supportive services, placing the burden of maintenance and remediation costs with the landholding agency. Because Health and Human Services (HHS) approves, drafts, and executes leases, HHS should be responsible for custody and accountability for the duration of the lease. This would also give the government greater control over the terms of leases.
 - HHS adamantly opposes this proposition. CFR-12A states that HHS would not be a landholding agency. Original landholding agencies have the ability to influence leases from the beginning, so it should not be seen as an unfair burden that HHS is placing on landholding agencies. HHS simply facilitates the process of allowing homeless shelters to get access to disposed properties.
 - HHS is the sole decision maker when it comes to whether or not a property is approved for use by homeless organizations. Due to this, HHS should assume liabilities.

High-Performance Buildings Certification Systems

- A High-Performance Building Certification System is a tool used to evaluate and measure achievements in system sustainable design, construction and operations. Certification systems cover various elements of sustainable design including siting, energy, water, materials, and indoor environmental quality.
- The *Energy Independence and Security Act of 2007* requires the GSA and DOE to identify high-performance building certification systems determined to be most likely to encourage a comprehensive and environmentally sound approach to certification of buildings in the Federal sector.
- Systems must have:
 - Independent verification of system criteria;
 - A consensus-based development and revision process that provides an opportunity for public comment;
 - National recognition within the building industry;

- Periodic evaluation and assessment of the environmental and energy benefits; and
 - Verification for post-occupancy assessment to demonstrate continued energy and water savings at least every four years after the initial occupancy.
- Review Process:
 - Engage system owners in the review process.
 - A survey was sent directly to system owners.
 - An independent third party (Rocky Mountain Institute) reviewed completed surveys.
- After reviewing multiple systems, GSA found that no single system fully aligns with the specific federal requirements upon which they were evaluated. Each of the building certification systems met different areas of the requirements. In general, consistency was found in the areas of building design, construction, operation, and maintenance.

Summary of Actions

- The National Strategy for Real Property was approved for the next stage of reviews.
- The draft of the Capital Planning Document was approved for the next stage of reviews.
- The Legislative Reform Proposal was approved, with the exception of the technical amendments to FASTA which will be further discussed between GSA and HHS before moving forward.
- GSA recommends that LEEDS and Green Globes are the most appropriate systems to use for certifying new or newly renovated buildings. For existing buildings, GSA recommends that LEEDS, Green Globes, BOMA Best, BREEAM, or Living Building Challenge be used.

Federal Real Property Council

SENIOR REAL PROPERTY OFFICER MEETING MINUTES

Date and Time October 17th, 2019 1:00pm to 2:30pm

Location GSA, 1800 F Street, Room 1153

- Attachments**
- FRPC Setting FY20 Goals
 - GSA PACS APL
 - Section 889 Explanation

Action Items

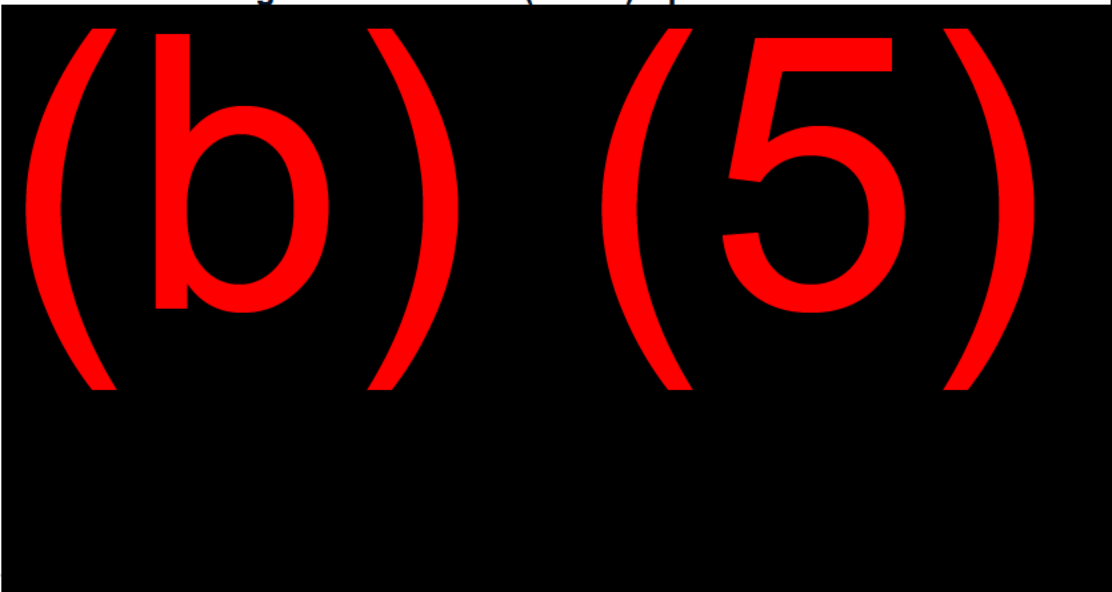
- Initiatives to implement the FRPC's 2020 goals will be discussed during the **next ESC meeting on November 12th**.
- While the Business Standards Working Group has active participation from some agencies, there are still a number of landholding agencies that are not represented. The working group is asking that the following agencies nominate a representative to participate in the group: DHS, DOE, DOJ, DOT, ED, EPA, HHS, HUD, NASA, OPM, SBA, USAID, and USDA.
 - The Business Standards Working Group is developing standards for real property government wide, so it is essential that landholding agencies include their unique perspectives, requirements, and challenges in the development of standards. Agencies currently not participating are asked to identify representatives and submit them to Chris Coneeney.
- Agencies that want to be more involved in the conversation around Section 889 they should connect with their Chief Acquisition Officers to make sure their thoughts are represented.

Roll Call

- Beth Angerman (GSA)
- Adam Bodner (PBRB)
- Ed Bradley (VA)
- Stuart Burns (GSA)
- Tom Chaleki (DHS)
- Victoria Collin (OMB)
- Chris Coneeney (GSA)
- Donna Forbes (NARA)
- Bill Hamele (OMB)
- Michael Karau (DHS)
- Alex Kurien (GSA)
- Marc Mason (SSA)
- Yvonne Medina (DOT)
- Mary Muesle (NRC)
- Phil Puckett (DOL)
- Dan Pomeroy (GSA)
- Allison Sands (DoD)
- Michael Saunders (HHS)
- Brett Simms (VA)
- Scott Snell (DOJ)
- Tim Soltis (OMB)
- John Thomas (GSA)
- Michael Thompson (GSA)
- Donna Vizian (EPA)
- Scott Whiteford (DOE)
- Calvin Williams (NASA)

Topic

Public Buildings Reform Board (PBRB) Update



General Info

For access to past minutes, agendas, and presentation materials, please visit the FRPG at:
<https://www.frpg.gov/FRPG>

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transitions.

Update on Initiatives

- The **Capital Plan** is currently going through the clearance process at OMB, and will likely be finished before the end of the calendar year. Once the Capital Plan has been issued, the next step will be for the Capital Planning Working Group to discuss how to implement the Capital Planning guidance government-wide.
- The **National Strategy** has not yet begun the OMB clearance process. The path forward for the National Strategy has not yet been determined.
- MITRE was contracted to help take the **Business Standards** Working Group through the Capabilities of the FIBF process. The DoD tool Builder could potentially be integrated into the real property business standard capabilities.
- MITRE is currently reviewing the work that the Business Standards Working Group has done to date.
 - MITRE has extensive experience developing the business processes for other program areas, and the nature of shared services will eventually require real property to touch on other program areas.
 - MITRE will ensure that the functions and activities developed by the FRPC align with the financial management, acquisition, and other pertinent program areas. The goal of shared services is to align program areas and integrate them during the lifecycle of service areas.

Upcoming Meetings:

Data Governance
Working Group,
October 22nd, Room
1458

Business Standards
Working Group,
October 29^h, Room
1458

FRPC ESC,
November 12th, Room
1408

Location:
GSA HQ, 1800 F Street, NW,
Washington, DC, 20006

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Setting FY20 Goals

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Physical Access Control Systems (PACS)

- GAO 19-138 looks at PAC systems throughout the government and found that OMB's oversight efforts have been hampered because of a lack of implementation by agencies. By not implementing PAC systems, agencies are walking away from management improvement opportunities.
- GAO also took issue with the decentralized nature that agencies have taken to PAC systems. PAC systems are not implemented uniformly or consistently, and there is no systemic method of tracking where PAC systems have been implemented, making it difficult to make utilization and occupancy decisions.
 - Consistency is also important so Federal credentials can be used across agencies and facilities. Federal employees should not need multiple badges, and in some cases different PAC systems are used on different floors, requiring multiple badges in the same building.
 - It's important to be able to audit and report on all buildings.
 - If agencies were to use the same systems for their PACS it would also reduce fiscal burden due to volume purchasing.
- There are four (4) dozen use cases that a PIV card needs to be able to meet for it to be a gold standard. Proposed technologies are tested against NIST standards and then enter the approvals process.
- GSA data has shown that historical PACS implementation costs are typically near \$2.3 million, but that will vary by agency and facility.
- USAccess is a shared service offered by GSA for producing PIV cards. VA is a new client to USAccess.
- If the FRPC was able to decide upon occupancy standards and agree to them a component of the FIBF process, a requirement could be implemented that requires agencies to implement PAC systems in new buildings.

Section 889

- The FY19 National Defense Authorization Act (passed August 13th 2018) includes prohibitions on covered telecommunications equipment and services that will drastically impact the Federal real property community.
- There are two (2) fundamental prohibitions:
 - 1 – Buying prohibition – Starting August 13th, 2019, the government is

prohibited from procuring, obtaining, or renewing a contract to procure or obtain covered telecommunications and services.

2 – Partnership prohibition – Starting August 13th, 2020, the government will be prohibited from entering into a contract, or extending or renewing a contract, with an entity that uses covered telecommunications equipment or services.

- Covered telecommunications equipment and services refers to those produced by or substantially relying upon components from Huawei, ZTE, Hytera, Hikivision, and Dahua.
- The way that Federal Acquisition Regulations (FAR) have implemented the prohibitions place the responsibility for determining whether components of telecommunications services or equipment use prohibited parts upon contractors and lessors.
 - Contractors and lessors are responsible for understanding whether or not what they are providing is covered the prohibitions.
- The prohibitions are going to require massive changes by the government and will make it difficult to work with the private sector. The government will be prevented from working with all banks and airlines, as they use those technologies.
- There is a delayed implementation waiver that allows government entities to continue working with entities using prohibited equipment or services for 2 years past the effective date, but obtaining the waiver requires the entity to provide congress with a plan that shows how they plan to phase out the prohibited equipment or services within the 2 year waiver period.